

# Preliminary Assessment Report

## Project 3022366, 9736 GREENWOOD AVE N

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**Assessment Completed:** 10/16/2015

**Project Description:** DR - 27,000sf, 16-unit townhome, with 14 parking units. Revised from: DESIGN REVIEW: DEMO COMMERCIAL BUILDING, CONSTRUCT (16) TOWNHOUSES WITH (14) OPEN PARKING STALLS.

**Primary Applicant:** [Julian Weber](#)

This report lists the results of a preliminary assessment of your project requirements by various city departments. It's based on the project characteristics described on your site plan and preliminary application form. If your project required a pre-application site visit (PASV), the results of that site visit are also included. The goal of this report is to help you create a complete submittal package and reduce the need for corrections once your application has been submitted.

### Next Steps

1. Review the requirements in this report and contact the staff members listed below with questions.
2. If a street improvement plan is required, develop and submit it to the Seattle Department of Transportation (SDOT). **The Department of Planning and Development (DPD) will not accept your permit application until your street improvement plan is approved as 60% complete by SDOT. See [SDOT Client Assistance Memo 2213](#) for guidance about the 60% complete approval process.**
3. Schedule an appointment for permit application intake with DPD. **Please bring a copy of this report to your intake appointment.**

### Questions About This Report

If you have questions about the information in this report, contact the appropriate city staff member for each section.

#### DPD Drainage Requirements

Kevin Donnelly, (206) 684-5051, [Kevin.Donnelly@seattle.gov](mailto:Kevin.Donnelly@seattle.gov)

#### DPD Land Use Requirements

Christopher Amba Ndifon, (206) 233-7938, [christopher.ndifon@seattle.gov](mailto:christopher.ndifon@seattle.gov)

#### Seattle City Light Requirements

Ray Ramos, (206) 615-1193, [ray.ramos@seattle.gov](mailto:ray.ramos@seattle.gov)

#### Seattle Department of Transportation Requirements

Joel Prather, (206) 615-0772, [joel.prather@seattle.gov](mailto:joel.prather@seattle.gov)

#### Seattle Public Utilities Requirements

Jebessa Dara, [Jebessa.Dara@seattle.gov](mailto:Jebessa.Dara@seattle.gov)

### Other Resources

- General questions about the permit process: Contact the DPD Applicant Services Center (ASC) at 206-684-8850.
- User-friendly guides to city permitting processes: [DPD](#) and [SDOT](#).
- [Detailed zoning information](#).
- Visit our [permit type pages](#) for step-by-step instructions and forms for preparing your application and plans for review.

## Requirements

### **DPD Drainage Requirements**

The following requirements are based on the current stormwater and side sewer codes.

#### **Existing Public Drainage Infrastructure**

Sanitary sewer main location: Greenwood Ave N

Sanitary sewer main size: 6-inches

Other location: Greenwood Ave N culvert

Other size: 12-inches

#### **Drainage**

The drainage point of discharge (SMC 22.805.020) is located at: Public storm drain system.

**An extension of the public storm drain is required across the full frontage of the property (SMC 22.800.040).**

This main extension may be eligible to enter into a Latecomer Agreement. Latecomer agreements allow a property owner who has installed water or sewer utility system improvements to recover a portion of the costs of those improvements from other property owners who later connect to the improvements. For more information, please visit our website at [http://www.seattle.gov/util/Engineering/Consulting\\_Resources/LatecomerAgreements/index.htm](http://www.seattle.gov/util/Engineering/Consulting_Resources/LatecomerAgreements/index.htm) or call SPU's Development Services Office at 206-684-3333.

#### **Flow Control Compliance**

All new, replaced, and disturbed topsoil shall be amended with organic matter per rules promulgated by the Director prior to completion of the project to improve onsite management of drainage water flow and water quality per SMC 22.805.020.E. A completed [Construction Stormwater Control and Soil Amendment Standard Plan](#) is required.

Parcel-based projects with 7,000 square feet or more of land disturbing activity or 2,000 square feet or more of new plus replaced impervious surface must implement green stormwater infrastructure (bioretention cells, green roofs, permeable pavement, rainwater harvesting, etc.) to infiltrate, disperse, and retain drainage water onsite to the maximum extent feasible per SMC 22.805.020.F. and [Director's Rule 15-2012](#).

Flow control standards must be first met by utilizing green stormwater infrastructure to the maximum extent feasible. Additional flow control measures shall be installed if the flow control standard cannot be met solely using green stormwater infrastructure. Refer to [DR 17-2009](#). Submit a [Green Stormwater Requirement Calculator](#) along with additional flow control documentation.

For more information see: <http://www.seattle.gov/dpd/codesrules/codes/stormwater/default.htm>

This project site also discharges into a capacity-constrained system (SMC 805.050.A.6). In addition to meeting Pre-developed Forest or Pasture Standard, this project shall also comply with 22.805.080.B4 (Peak Control Standard). The post-development peak flow with a 4% annual probability (25-year recurrence flow) shall not exceed 0.4 cubic feet per second per acre. Additionally, the peak flow with a 50% annual probability (2-year recurrence flow) shall not exceed 0.15 cubic feet per second per acre.

Projects with less than 10,000 sf new plus replaced impervious surface can use the [Pre-Sized Flow Control Calculator](#) in lieu of continuous modeling.

This project site discharges to a Non-listed Creek Basin (SMC 805.050.A.3) and shall provide flow control meeting the Pre-developed Pasture Standard per [SMC 22.805.080.B.3](#).

Projects with less than 10,000 sf new plus replaced impervious surface can use the [Pre-Sized Flow Control Calculator](#) in lieu of continuous modeling.

#### **Water Quality**

This project site discharges to a water body that requires basic treatment (SMC 22.805.050 B). Based upon the information provided on the Preliminary Application Form pertaining to existing and proposed impervious

surfacing this project shall: provide a basic treatment facility that treats the required runoff volume or flow rate from pollution generating surfaces (SMC 22.805.090 B1, B2).

### **Permanent and Temporary Dewatering**

The footing drain (if part of building plan) point of discharge ([DPD DR 4-2011](#)) is located at the following: Public storm drain system.

### **Other Requirements**

- Because 9734, 9736, and 9740 Greenwood Ave N are a single parcel and owned by the same entity, stormwater requirements will be applied to all projects as if they were one project. For this reason, the public storm drain shall be extended northward from the existing public storm drain's terminus and pasture standard flow control will be required.

## **DPD Land Use Code Requirements**

### **Street Requirements**

Based on the scope of the proposed project, the following street improvements are required per Chapter 23.53 of the Seattle Municipal Code. Please review Right-of-Way Improvements Manual for design criteria (<http://www.seattle.gov/transportation/rowmanual/manual/>). Show required street improvements on your "enhanced site plan" at DPD permit application intake. If an SDOT Street Improvement Plan (SIP) is required, please list SDOT project number and SDOT contact name on the enhanced site plan. Street Improvement Plans must be accepted by SDOT prior to DPD permit application intake.

#### **OLYMPIC VIEW PL**

Pavement could be required to be installed or widened in the portion of right-of-way abutting this lot.

Curbs will be required to be installed in the portion of right-of-way abutting this lot.

A concrete sidewalk will be required to be installed in the portion of right-of-way abutting this lot.

Drainage may be required to be installed in the portion of right-of-way abutting this lot. Please contact SDOT for more information.

Grading to future ROW grade. See <http://www.seattle.gov/transportation/gradesheetintro.htm>

Street trees shall be provided in the planting strip according to Seattle Department of Transportation Tree Planting Standards. Contact SDOT Urban Forestry (for residential projects: (206) 684-TREE; for all others: (206) 684-5693), to determine species of tree and standards of planting. Please add a note to the site plan showing size, location and species of tree to be planted.  
<http://www.seattle.gov/transportation/treeplanting.htm>.

Any planting proposed within the ROW must be reviewed and approved by DPD and SDOT.

A 6 foot dedication is required. Refer to CAM 2203. Please label on Site Plan.

#### **GREENWOOD AVE N**

Curbs will be required to be installed in the portion of right-of-way abutting this lot.

A concrete sidewalk will be required to be installed in the portion of right-of-way abutting this lot.

Drainage may be required to be installed in the portion of right-of-way abutting this lot. Please contact SDOT for more information.

Street trees shall be provided in the planting strip according to Seattle Department of Transportation Tree Planting Standards. Contact SDOT Urban Forestry (for residential projects: (206) 684-TREE; for all others: (206) 684-5693), to determine species of tree and standards of planting. Please add a note to the site plan showing size, location and species of tree to be planted.  
<http://www.seattle.gov/transportation/treeplanting.htm>.

Any planting proposed within the ROW must be reviewed and approved by DPD and SDOT.

### **Land Use**

Based on the project scope and/or location of environmentally critical areas on the development site, SEPA may be required. See CAM 208 for more details.

Design Review is required; see CAM 238 for more details. Departures from development standards should be identified as early as possible in the application process.

### **Other Requirements**

Based on the preliminary scope of the project, DPD recommends a presubmittal conference prior to submitting an application. Details for preparing and submitting a presubmittal conference request form can be found at our Web site ([http://www.seattle.gov/dpd/Publications/Forms/Building\\_Permit/default.asp](http://www.seattle.gov/dpd/Publications/Forms/Building_Permit/default.asp)).

# **Seattle City Light Requirements**

## **Easements**

SCL power easement is required. Property survey may be required at project's expense.

SCL blanket power easement over the entire parent parcel may be required. Property survey may be required at project's expense. If this is a unit lot subdivision, a blanket easement is needed.

Other requirements: The parent parcel is considered one site. The electrical service to the new buildings will need to be consolidated from one service strike from SCL's distribution system. Per SCL Requirements for Electric Service Connection, <http://www.seattle.gov/light/contractors/resc/>, Chapter 5, page 28: "Single Service Rule", Seattle City Light will provide only one service to a site or building. Additional services will be supplied only at SCL's option and will be agreed to in writing. If subdivided to create separate parcels, each parcel must have a separate service. An easement sufficient in width for an overhead or underground service is required. Clearance from permanent structures and other utilities is also required. Please contact your Electrical Service Representative well in advance of construction for clarification and electrical service advice.

## **Conservation**

Built Smart Programs - SCL offers developers of 5+ unit multifamily buildings incentives for installation of energy efficiency measures. From insulation and windows to lighting and appliances, take advantage of new technologies and construct a more efficient building with our help. For more information: contact Beth Rocha at (206)684-5945 or [beth.rocha@seattle.gov](mailto:beth.rocha@seattle.gov).

## **Notes to Applicant**

For new service, please contact the Electrical Service Representative for your area several months before new service is required to determine your electric service design, service location and what kind of service is available at the building site. An Application for Electrical Service must be submitted to Seattle City Light. The Electrical Service Representative should also be contacted to coordinate electrical disconnections prior to demolition and temporary power for construction. Your Electrical Service Representative is: Karen Quaife, 206-684-4983, [karen.quaife@seattle.gov](mailto:karen.quaife@seattle.gov). Be advised that it is the applicant's responsibility to seek guidance from City Light. Failure to contact City Light early in the permit process could severely impact your project's scope, schedule and budget. This responsibility rests solely with the applicant.

## **SDOT Requirements**

The City of Seattle's Right-of-Way Improvements Manual (ROWIM) and SDOT's Street & Sidewalk Pavement Opening and Restoration (PORR) Director's Rule 2004-02 may be accessed from SDOT's Street Use website at: [http://www.seattle.gov/transportation/stuse\\_docs.htm](http://www.seattle.gov/transportation/stuse_docs.htm). Whenever possible, specific reference notation for these two design documents is noted next to the design characteristics below. Be advised that these specific section and chapter references are provided as preliminary guidance only and are not comprehensive in scope.

### **SDOT Permitting Information**

Initial Review Deposit: \$2,500

SDOT Plan Requirements: Engineered plan

SDOT Permit Requirements: Group 3: Street Use Major (Type 45). A 60% complete street improvement plan (SIP) must be approved by SDOT prior to your DPD construction intake appointment. SIP Design Guidance is required for 60% complete SIP approval; apply early. Please visit SDOT's Street Use website at: [http://www.seattle.gov/transportation/stuse\\_sip.htm](http://www.seattle.gov/transportation/stuse_sip.htm) to obtain SDOT Client Assistance Memos (CAMs) and application materials to assist in developing your street improvement plan (SIP).

All private encroachments in the public right-of-way (ROW) require a 30-day permit that is renewed annually.

### **Street Improvement Requirements**

#### **OLYMPIC VIEW PL**

Tree planting. See Seattle Right of Way Improvements Manual (ROWIM) and City of Seattle Standard Plans 030, 100 and 424. Contact SDOT Urban Forestry for residential projects at (206) 684-TREE; for all others at (206) 684-5693 for approval of species and placement.

Roadway Widening: See Seattle Right of Way Improvements Manual (ROWIM) and the City's Standard Plans and Specifications.

All improvements on private property must accommodate the right of way elevation at the property line using the standard cross-section in the ROWIM. Right of way grading may be required to provide vehicular and pedestrian access that meets the standard cross-section.

New/replacement sidewalk: See Seattle Right of Way Improvements Manual (ROWIM) as well as the City of Seattle Standard Plan 420, 421 and 422.

New/Replacement Curb: See Seattle Right of Way Improvements Manual (ROWIM) and the City of Seattle Standard Plan 410.

New/replacement driveway: If there is a concrete curb in front of the project, the Street Use curb cut permit is issued by DPD. If there is not a concrete curb in front of the project, a Group 2 Street Use permit must be issued by Street Use. Refer to Standard Plan 430 for driveway curb cut standards.

Street drainage collection may be required when street improvements are installed. See Seattle Right of Way Improvements Manual (ROWIM) section 4.17.

## **GREENWOOD AVE N**

Tree planting. See Seattle Right of Way Improvements Manual (ROWIM) and City of Seattle Standard Plans 030, 100 and 424. Contact SDOT Urban Forestry for residential projects at (206) 684-TREE; for all others at (206) 684-5693 for approval of species and placement.

All improvements on private property must accommodate the right of way elevation at the property line using the standard cross-section in the ROWIM. Right of way grading may be required to provide vehicular and pedestrian access that meets the standard cross-section.

New/replacement sidewalk: See Seattle Right of Way Improvements Manual (ROWIM) as well as the City of Seattle Standard Plan 420, 421 and 422.

New/Replacement Curb: See Seattle Right of Way Improvements Manual (ROWIM) and the City of Seattle Standard Plan 410.

New/replacement curb ramps: See City's Standard Plans 422 and the current ADA requirements.

Street drainage collection may be required when street improvements are installed. See Seattle Right of Way Improvements Manual (ROWIM) section 4.17.

Other requirements: Public storm drain mainline extension per DPD.

## **Discretionary ROW Improvements**

Utilities such as poles, utility vaults, and fire hydrants may need to be relocated to accommodate your required street improvements. See Right of Way Improvement Manual (ROWIM) section 4.20 for clearance requirements.

## **SPU Requirements**

### **Flow Control Compliance**

All new, replaced, and disturbed topsoil shall be amended with organic matter per rules promulgated by the Director prior to completion of the project to improve onsite management of drainage water flow and water quality per SMC 22.805.020.E. For projects with 5,000 square feet or more of new and replaced impervious surface, a comprehensive drainage control plan shall be prepared by a licensed engineer.

Roadway projects with 7,000 square feet or more of land disturbing activity or 2,000 square feet or more of new plus replaced impervious surface must implement green stormwater infrastructure to infiltrate, disperse, and retain drainage water onsite to the maximum extent feasible without causing flooding, landslide, or erosion impacts per SMC 22.805.020.F. Refer to DR GSI to MEF and DR Vol.3.

## **Other Requirements**

Owners of residential property occupied by a tenant who will be displaced by housing demolition, substantial rehabilitation, change of use, or removal of use restrictions may need to obtain a Tenant Relocation License. Refer to DPD Tip 123, Seattle's Tenant Relocation Assistance Ordinance, for further information and instructions or call (206) 684-7979.

If your project involves additions or modification to or demolition of an existing building that contains four or more dwelling units or 4,000 square feet or more of non-residential area, and the building is a designated historic landmark or is 50 years old and meets the criteria set forth in SMC 25.12 for landmark designation, SEPA is required. Please contact the Department of Neighborhoods at (206) 684-0228 or [www.seattle.gov/neighborhoods/preservation](http://www.seattle.gov/neighborhoods/preservation) to determine if your building is a designated landmark or if a referral is necessary to determine if the building meets the criteria in SMC 25.12. Refer to Tip 208 for information regarding the application requirements for a SEPA review and Tip 3000 for information regarding landmarks and historic preservation.

If the scope of your proposed project changes before your DPD intake appointment or SDOT street improvement plan application, the requirements in this report may change. If there are municipal code and ordinance changes before our DPD intake appointment, the project must meet the new code requirements. Additional street

improvement requirements may be triggered if a permit application for a development project on adjacent property is also undergoing review.

Please be aware that all persons or companies working within the City limits, including all contractors, subcontractors, permit expeditors and other service providers are required to possess a valid City of Seattle business license. This license is required in addition to any other licenses required by the State of Washington, such as a contractors' license or state business license. For more information about City of Seattle business licenses, please contact inspector Michale Crooks at 206-684-8871, [Michale.Crooks@seattle.gov](mailto:Michale.Crooks@seattle.gov), or visit the [Licensing and Tax Administration Division website](#).